



# COMMONWEALTH of VIRGINIA

Department of Health

Office of Licensure and Certification

M. Norman Oliver, MD, MA  
State Health Commissioner

TTY 7-1-1 OR  
1-800-828-1120

9960 Mayland Drive, Suite 401  
Henrico, Virginia 23233-1485  
Fax (804) 527-4502

4 September 2018

Dr. Scott Saffold  
Chesapeake Bay ENT  
1232 Perimeter Parkway, Suite 104  
Virginia Beach, Virginia 23454

RE: COPN Request No. VA-8407  
Chesapeake Bay ENT, Virginia Beach, Virginia  
Planning District 20  
Establish a Specialized Center for CT Imaging

Dear Dr. Saffold:

This letter is to acknowledge the August 30, 2018 receipt of the letter of intent and enclose the material for your use in filing a certificate of public need (COPN) request for the above-referenced project.

When completing the enclosed application form, you may wish to consult our office, the Division of Certificate of Public Need (DCOPN), in accordance with Part V of the Virginia Medical Care Facilities Certificate of Public Need Rules and Regulations (Regulations).

The Code of Virginia prescribes eight required considerations that provide criteria for the review of COPN applications and Section 32.1-102.3.A of the Code of Virginia requires that COPN decisions "shall be consistent with the most recent applicable provisions" of the State Medical Facilities Plan (SMFP). As a COPN applicant please take note of the SMFP and the eight required considerations and prepare your application accordingly.

The Regulations, the SMFP and the eight required considerations at § 32.1-102.3.B of the Code of Virginia can be found at the following internet addresses respectively.

<https://law.lis.virginia.gov/admincode/title12/agency5/chapter220/section220/>

<https://law.lis.virginia.gov/admincode/title12/agency5/chapter220/section230/>

<https://law.lis.virginia.gov/vacode/title32.1/chapter4/>

DIRECTOR  
(804) 367-2102

ACUTE CARE  
(804) 367-2104

COPN  
(804) 367-2126

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DEPARTMENT  
OF HEALTH  
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[www.vdh.virginia.gov](http://www.vdh.virginia.gov)

COMPLAINTS  
1-800-955-1819

LONG TERM CARE  
(804) 367-2100

When filing the application, please submit two signed copies to my attention at the following address:

Virginia Department of Health  
Division of Certificate of Public Need  
9960 Mayland Drive – Suite 401  
Richmond, Virginia 23233

The Code of Virginia at § 32.1-102.6 requires applications to be transmitted to the DCOPN electronically on compact disk data storage media or email to [COPN@VDH.Virginia.Gov](mailto:COPN@VDH.Virginia.Gov), by certified mail or a delivery service, return receipt requested, or by hand, with signed receipt to be provided.

The DCOPN will conduct a preliminary review of the signed application upon receipt to determine its completeness. In accordance with 12 VAC 5-220-290 B, no application will be deemed to be complete for review until the required application fee is paid. The fee schedule is one percent of the proposed expenditure for the project, but no less than \$1,000 and no more than \$20,000. The next review cycle that is available for this project category is scheduled as follows:

**BATCH GROUP D/G**

Deadline for Submission of Application	October 1, 2018
Deadline for Submission of Any Additional Information Required to Complete Application	November 5, 2018
First Day of Review Cycle	November 12, 2018
Deadline for Completion of DCOPN Review	January 22, 2019
Deadline for Commissioner's Decision (assuming there is no need for an Informal Fact-Finding Conference)	March 11, 2019

Should you have any questions or need further clarification about this review process, please feel free to contact Piero Mannino, the Division of Certificate of Public Need Supervisor, at (804) 367-2137 or by email at [Piero.Mannino@VDH.Virginia.Gov](mailto:Piero.Mannino@VDH.Virginia.Gov).

Sincerely,



Erik Bodin, Director  
Division of Certificate of Public Need



**Chesapeake Bay ENT**  
Virginia Sinus Center

VA-8407

August 17, 2018

**RECEIVED**

AUG 30 2018

**VDH/OLC**

Mr. Erik Bodin, Director  
Virginia Department of Health  
Division of Certificate of Public Need  
9960 Mayland Drive, Suite 401  
Richmond, VA 23233-1463

**Re: Chesapeake Bay ENT, P.C.  
Establish a Specialized Center for CT Imaging  
Virginia Beach, Virginia  
Planning District 20**

Dear Mr. Bodin:

Please accept this as the letter of intent by Chesapeake Bay ENT, P.C. to seek Certificate of Public Need approval to establish a specialized center for CT imaging in Virginia Beach, Virginia in Planning District 20. Chesapeake Bay ENT, P.C. seeks to purchase a single CT machine designed to perform scans of the sinus cavity and temporal bone.

I look forward to working with the Department in this matter.

Regards,

Dr. Scott Saffold, MD

**Churchland** 3235 Academy Ave. Suite 100, Portsmouth, VA 23703 757.364.0800 **Eastern Shore** 36080 Lankford Hwy., Belle Haven, VA 23306 757.442.7040 **Franklin** 102 Fairview Dr., Suite G, Franklin, VA 23851 757.562.6673 **Suffolk** 1069 Centerbrooke Ln., Suite 200, Suffolk, VA 23434 757.935.1400 **Virginia Beach** 1232 Perimeter Pkwy., Suite 104, Virginia Beach, VA 23454 757.821.2090

[www.chesapeakebayent.com](http://www.chesapeakebayent.com)